

**Dodge County, State of Wisconsin
Information Technology
Wednesday, June 17, 2015**

Minutes of the Wednesday, June 17, 2015 Information Technology meeting held in the Dodge County Administration Building, in Room 2A, 2nd floor in the Dodge County Administration Building, 127 E. Oak Street, Juneau, WI at 6:15 PM.

Members Present: Duchac, Maly, Houchin, J. Bobholz, M. Bobholz

Members Excused: None

Also Present: Ruth M. Otto, Director of Information Technology, James Mielke, County Administrator.

Meeting called to order at 6:15 PM by Supervisor Maly.

Supervisor Maly acknowledges that sufficient members of the Information Technology Committee are present and therefore there is quorum at start of meeting.

Supervisor Maly confirms compliance with open meetings law following brief posting report by IT Director.

Motion by Houchin, seconded by Duchac, to approve Information Technology Committee agenda as presented and to grant permission for IT Committee Chair to deviate from agenda as needed. Motion carried.

No Committee Member reports.

Motion by Duchac, seconded by Houchin to approve minutes from Monday, May 11, 2015 of the Information Technology Committee meeting. M. Bobholz abstained. Motion carried.

Discussed the Electronics Technician position being posed for the 2016 budget. The continual addition of security systems, audio system and video environment as well as the intention to replace the secured electronics in the Detention Facility positions the County to consider hiring a professional with the expertise to support the environment appropriately. Motion by Duchac, seconded by J. Bobholz to forward the position to the HR Committee as presented. Motion carried.

Under the IT Director's report the following were summarized and reviewed:

- New World – Waiting for the next service pack. It was decided to get the entire package at one time and so the hot fix and service pack will not be ready until late July. A visit is being arranged to look at our data conversion and determine how best rectify it.

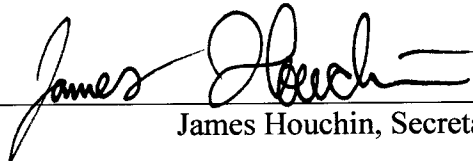
- Kronos project – the Activities module, originally purchased for both Maintenance and Highway, was only going to be installed in Maintenance at this time. With the purchase of a new finance suite and the need for this system to be heavily interfaced with the cost gathering (Kronos), it was decided to hold off on go live until after the financial system is chosen and perhaps after install. Maly and Bobholz expressed concern on the additional work and costs now on the Finance and HR with this postponement. If there were additional costs, it was suggested they be forwarded to Highway since they pushed for the postponement at this time.
- Texting policy – the final version of the texting policy was shared. There were some changes suggested first by Directors at Management Council (allowing employees to use non-County phones to text for County business when required) and a change by the Sheriff's Office regarding texting while driving per §346.89 Wis. Stat.
- LIMS project – Training for the departments went well and now testing has begun.
- Network security project – the final pieces have been put in place. What is next is testing the firewall redundancy later this summer.
- Office 2013 upgrade – the first group of upgrades have started. The office upgrades started in Human Services and Health and will progress to Administration, and Clearview. At this time it looks like we may have to hold off on upgrades to Sheriff due to incompatibility with New World.
- 2016 budget process – have submitted CIP and have begun the process of putting together the 2016 budget. The other department requests have been received and will be presented to the committee next month.
- Website changes – a copy of two version of the website changes were presented. Both represent a change to the main page photo being transformed into 3 photos that would change regularly. Up to 15 photos can submitted into the collection to rotate and that collection can be changed any time. The thought was it would be changed seasonally. The committee chose the option where the photos are more aligned and the rear photo is removed versus the option where the photos were more overlapping and on top of the existing background photo.

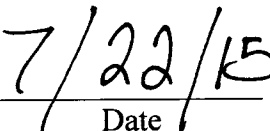
Consideration for Action:

- Recommended to approve purchase of the Papercut system for managing printers in the amount of \$28,936.00. This is a 2015 budget item #26 (BU 1811.5214) for \$35,000. Motion by Houchin, seconded by Duchac. Motion carried.
- Recommended to approve the payment for disposal of old computers and equipment for recycling in the amount of \$904.30. This is a 2015 budget item #33 (BU #1811.5249) for \$1000. Motion by J. Bobholz, seconded by Houchin. Motion carried.

Suggested next committee meeting date: Wednesday, July 22 at 6:15 PM in Room 2A, 2nd floor in the Dodge County Administration Building, 127 E. Oak St. Juneau, Wisconsin.

Meeting adjourned by Chair Donna Maly at 7:30 PM.


James Houchin, Secretary


Date